

**AGENDA  
CRAVEN COUNTY BOARD OF COMMISSIONERS  
REGULAR SESSION  
TUESDAY, JANUARY 19, 2016  
8:30 A.M.**

CALL TO ORDER

ROLL CALL

INVOCATION

PLEDGE OF ALLEGIANCE

APPROVE AGENDA

1. CONSENT AGENDA
  - A. Minutes of January 4, 2016 for Approval
  - B. Tax Releases and Refunds
  - C. Request to Set Close-Out Public Hearing for the FY12 CDBG Infrastructure Program

DEPARTMENTAL MATTERS

2. HEALTH: Jennifer Blackmon, Human Services Deputy Director
  - A. Budget Amendment – Additional State Funds Awarded
  - B. New Fee Recommendations
3. SOCIAL SERVICES: Alfreda Stout, Deputy Director
  - A. Budget Amendment to Add HCCBG Funding Received
  - B. Budget Amendment to Increase Line Item Due to Anticipated Donations to the Sunshine Center
  - C. Budget Amendment – Social Services Line Item
  - D. Budget Amendment – Additional Low Income Energy Assistance Program Funding Received
4. EMERGENCY SERVICES – EMS/RESCUE GRANTS COUNTY MATCH:  
Stanley Kite, Emergency Services Director
  - A. No. 9 Township Fire and Rescue
  - B. No. 7 Township Fire and Rescue
  - C. Vanceboro Rescue Squad
  - D. Ft. Barnwell Rescue Squad
5. DISCUSSION OF PROPOSED DRAFT RESOLUTION ON REFUGEES FROM TERRORIST NATIONS: Commissioner Dacey
6. APPOINTMENTS

7. COUNTY ATTORNEY'S REPORT: Jim Hicks
8. COUNTY MANAGER'S REPORT: Jack Veit
9. COMMISSIONERS' REPORTS
10. RECESS TO RECONVENE IN SUPERIOR COURTROOM #1 AT 10:30 A.M.  
WITH JUDGE ALFORD TO VIEW VIDEO ARRAIGNMENT PROCESS

Agenda Date: January 19, 2016

Presenter: \_\_\_\_\_

Agenda Item No. 1

Board Action Required or Considered: Yes

## CONSENT AGENDA

### A. MINUTES OF JANUARY 4, 2016 FOR APPROVAL

The Board will be requested to approve the minutes of January 4, 2016 Regular Session.

### B. TAX RELEASES AND REFUNDS

The Board will be requested to approve the routine requests for tax releases and refunds as shown in Attachment #1.B.

### C. REQUEST TO SET CLOSE-OUT PUBLIC HEARING FOR THE FY12 CDBG INFRASTRUCTURE PROGRAM

The Craven County Planning Department is requesting to set a public hearing on February 1<sup>st</sup>, 2016 at 7:00 p.m. The purpose of this public hearing is to review the budget and activities that have been accomplished through the County's FY12 CDBG Infrastructure Project. The program activities are complete and the County is in the process of closing out the grant. The program accomplishments included new water service to Henderson-Godette Road in the Harlowe area and substantial sewer improvements within the James City area. Total cost of activities was \$727,358.66 in CDBG Program funds, benefitting 100% low to moderate income household.

**Board Action: A roll call vote is needed to approve consent agenda items.**

Agenda Date: January 19, 2016

Presenter: Jennifer Blackmon

Agenda Item No. 2

Board Action Required or Considered: Yes

## **DEPARTMENTAL MATTERS: HEALTH**

### **A. BUDGET AMENDMENT – ADDITIONAL STATE FUNDS AWARDED**

Jennifer Blackmon, Human Services Deputy Director, will present the budget amendment contained in Attachment #2.A. for the Board's approval.

**Board Action: A roll call vote is needed to approve budget amendment.**

### **B. NEW FEE RECOMMENDATIONS**

Ms. Blackmon will present the new fee recommendations, contained in Attachment #2.B., for the Board's approval.

**Board Action: Consider approval of fee recommendations**

Agenda Date: January 19, 2016

Presenter: Alfreda Stout

Agenda Item No. 3

Board Action Required or Considered: Yes

## **DEPARTMENTAL MATTERS: SOCIAL SERVICES**

### **A. BUDGET AMENDMENT TO ADD HCCBG FUNDING RECEIVED**

Alfreda Stout, DSS Deputy Director, will present the budget amendment contained in Attachment #3.A. requesting approval of additional Home and Community Care Block Grant (HCCBG) funding for Fiscal Year 2015-2016. There is a 10% local match required for this funding.

### **B. BUDGET AMENDMENT TO INCREASE LINE ITEM DUE TO ANTICIPATED DONATIONS TO THE SUNSHINE CENTER**

Ms. Stout will present the budget amendment contained in Attachment #3.B. requesting to increase line item due to anticipated donations for the Sunshine Center, as well as funding expected from the CarolinaEast Medical Center.

### **C. BUDGET AMENDMENT – SOCIAL SERVICES LINE ITEM**

The County Social Services line item is utilized to pay expenses associated with mandated Adult Protective Services and Guardianship cases. The Craven County Dept. of Social Services provides service on average to 50 or more individuals per month.

Costs generally associated with adult protective services and guardianship cases include: psychological and or medical expenses, adult care and/or nursing home room and board, medications, legal and estate fees, etc. This line item also provides payment for but is not limited to: disposition of unclaimed bodies, transports, contract with "ARC" for specific guardianship cases, etc.

Since June, Craven County DSS has been involved with two cases that have presented unexpected and higher than average costs for room and board, additional supervision, medication, psychological needs and evaluations, and other related costs. These have already exceeded our annual allocation.

Based on a review of currently known and projected costs done in August, our Agency would need an additional \$80,000 through June 30, 2016. We previously requested \$40,000 in September of 2015.

Placement and related costs for adult protective and guardianship services can be very fluid. Therefore, our Agency is requesting an additional \$34,000 to provide funding through June 2016. (See Attachment #3.C.)

D. BUDGET AMENDMENT – ADDITIONAL LOW INCOME ENERGY ASSISTANCE PROGRAM FUNDING RECEIVED

Ms. Stout will present the budget amendment contained in Attachment #3.D., requesting to add additional Federal funding received for the Low Income Energy Assistance Program (LIEAP). Funds are 100% Federal, there is no County match.

**Board Action: A roll call vote is needed to approve budget amendments.**

Agenda Date: January 19, 2016

Presenter: Stanley Kite

Agenda Item No. 4

Board Action Required or Considered: Yes

**DEPARTMENTAL MATTERS: EMERGENCY SERVICES – EMS/RESCUE GRANTS  
COUNTY MATCH**

Emergency Services Director, Stanley Kite, has asked to place the requests to match the Fire/Rescue/EMS Grants on the Commissioner’s Agenda for January 19, 2016. The NC Office of State Fire Marshal has announced the recipients of the Grants from Craven County. We have No. 9 Township Fire & Rescue, No. 7 Township Fire & Rescue, Vanceboro Rescue Squad and Ft. Barnwell Rescue Squad that have received notice of the awards. The two Fire Departments and the two EMS Providers are to be congratulated for being successful in their applications.

Attachment #4 is a listing of the Equipment from each Department and the intended use. As a reminder, this is a dollar for dollar match so these Departments have to provide their share of the match to get what was approved. Mr. Kite would like to ask the Commissioners to consider the request to match these grants, and he has asked each Department to be represented at the meeting to answer any questions on their request.

Grant Awards:

No. 9 Township Fire & Rescue	\$13,752.00
No. 7 Township Fire & Rescue	\$24,964.00
Vanceboro Rescue Squad	\$25,000.00
Ft. Barnwell Rescue Squad	\$12,955.00

**Board Action: A roll call vote will be necessary to approve the requested budget amendments.**

Agenda Date: January 19, 2016

Presenter: Commissioner Dacey

Agenda Item No. 5

**DISCUSSION OF PROPOSED DRAFT RESOLUTION ON REFUGEES FROM  
TERRORIST NATIONS**

Commissioner Dacey will lead discussion on the draft resolution which was presented at the January 4 meeting.

**Board action: Discussion and consideration**

Agenda Date: January 19, 2016

Presenter: \_\_\_\_\_

Agenda Item No. 6

Board Action Required or Considered: Yes

## APPOINTMENTS

- A. PENDING
- B. CURRENT
- C. UPCOMING

**Board Action: Appointments will be effective immediately, unless otherwise specified.**

**A. PENDING APPOINTMENT(S):**

CRAVEN COMMUNITY CHILD PROTECTION TEAM

AUTHORIZATION: NCGS 7B-1406

MISSION/FUNCTION: To respond to child protection needs before a child is harmed by taking action to identify and address gaps or deficiencies in services and resources through the annual report to the County Board of Commissioners, collaboration with community partners, promoting public awareness and advocating for action that addresses the child protection needs of each county.

NUMBER OF MEMBERS: 11-16

TYPE: DSS Director, DSS staff member, law enforcement officer, attorney from DA's office, executive director of local community action agency, public School superintendent or designee, member of DSS Board, mental health professional, Guardian ad Litem Coordinator, Public Health Director, local health care provider, EMS/firefighter, District Court Judge, Commissioners appointees from other county agencies or community at-large

QUALIFICATIONS: Stated above.

LENGTH OF TERMS: As set by respective agencies, position and Commissioners'

MEETING SCHEDULE: Quarterly; January, April, July, October

**Term(s) expiring:** Dawn Gibson (Not seeking reappointment; a recommendation will be forthcoming for the special category represented by Ms. Gibson)

**No application on file.**

**B. CURRENT APPOINTMENT(S)**

CRAVEN COUNTY CLEAN SWEEP COMMITTEE

AUTHORIZATION: Bylaws

MISSION/FUNCTION: To eliminate littering and promote recycling through education and ordinance enforcement.

NUMBER OF MEMBERS:

15

\_\_\_\_\_

\_\_\_\_\_

TYPE:

Civic, neighborhood, municipal, industrial business, schools

\_\_\_\_\_

QUALIFICATIONS (Special Skills, Professional Classifications, Affiliations, Limitations, etc.):

LENGTH OF TERMS: 3 Years

MEETING SCHEDULE: 3<sup>rd</sup> Wednesday of the months of March, June, September and December

COMPENSATION: No  Yes  Specify: \_\_\_\_\_

**Term(s) vacated:** Len Long (Deceased)

**No applications on file.**

**C. UPCOMING APPOINTMENTS**

**January** - None

**February**

Craven Aging Planning Board:

Gwen Bryan (County Manager's designee)  
Tonya Cedars (ECCOG)  
Jayne Davis (AARP)  
Sherry Roy (CarolinaEast)  
Dora Jones (Client Representative)  
Mary Ann Mehan (DSS)  
Georgia Newkirk (Coastal Community Action)  
Deborah Patterson (Legal Aid of NC)  
Dean Roberts (Client Representative)

Community Child Protection Team:

Bradley Lanto (2013; MCAS Cherry Point)  
Walter Mills (2013; Chief District Court Judge)  
Christopher Morning (2013; Havelock P.D.)

Nursing Home Advisory Committee:

Donna Siegmund (2013)

Zoning Board of Adjustment:

Lee Kyle Allen III (2010)  
Bud Stilley (2010)

**March** - None

Agenda Date: January 19, 2016

Presenter: Jim Hicks

Agenda Item No. 7

## COUNTY ATTORNEY'S REPORT

A. Final Acceptance - Offer to Purchase Real Property – 702 Second Avenue  
(Parcel Number 8-012-191)

The County and City previously received and tentatively approved an offer in the amount of \$5,000.00 for this property, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$3,677.60. The current tax value is \$5,610.00. The offer was advertised, and there were no upset bids. Attachment #7.A. contains the proposed resolution, deed and lien waiver. It is recommended that the Board give final approval of the sale and adopt the resolution.

B. Final Acceptance - Offer to Purchase Real Property – 1419 Garfield Street  
(Parcel Number 8-013-136)

The County and City previously received and tentatively approved an offer in the amount of \$6,300.00 for this property, which was acquired through a tax foreclosure. The total taxes and costs that were foreclosed on were \$6,754.51. The current tax value is \$6,730.00. The offer was advertised, and there were no upset bids. Attachment #7.B. contains the proposed resolution, deed and lien waiver. It is recommended that the Board give final approval of the sale and adopt the resolution.

Agenda Date: January 19, 2016

Presenter: Jack Veit

Agenda Item No. 8

## **COUNTY MANAGER'S REPORT**

Agenda Date: January 19, 2016

Presenter: \_\_\_\_\_

Agenda Item No. 9

## **COMMISSIONERS' REPORTS**

Agenda Date: January 19, 2016

Presenter: \_\_\_\_\_

Agenda Item No. 10

**RECESS TO RECONVENE IN SUPERIOR COURTROOM #1 AT 10:30 A.M. WITH  
JUDGE ALFORD TO VIEW VIDEO ARRAIGNMENT PROCESS**